

**PROCEEDINGS OF THE AGING & DISABILITY RESOURCE CENTER OF BROWN COUNTY
NOMINATING & HUMAN RESOURCES MEETING**

October 25, 2018

PRESENT: Larry Epstein, Patricia Finder-Stone, Bev Bartlett, Mary Derginer, Mary Johnson, Debi Lundberg, Tom Smith

EXCUSED:

ALSO PRESENT: Devon Christianson, Kristin Willems

The meeting was called to order by Chairperson Epstein at 7:59 a.m.

PLEDGE OF ALLEGIANCE

ADOPTION OF AGENDA: Ms. Derginer/Ms. Lundberg moved to adopt the agenda. **MOTION CARRIED.**

APPROVAL OF THE MINUTES OF February 22, 2018:

Ms. Lundberg/Mr. Smith moved to approve the minutes of the February 22, 2018 Nominations and Human Resource Committee meeting. **MOTION CARRIED.**

Review and Approval of table of organization changes:

A. Dining Site Attendant-new position:

Ms. Christianson referred to the Dining Site Attendant Job Description hand-out. Ms. Christianson explained that in the past this position was covered through the Senior Service work program, but it has been increasingly difficult to have a consistent worker to oversee the daily congregate meals for ADRC customers. Therefore the maintenance assistant has needed to step in to assist on an almost daily basis to cover. Ms. Christianson would recommends hiring a part-time attendant as the dining site has been busier and to alleviate work for the maintenance assistant.

Mr. Smith/Ms. Bartlett made a motion to move to approve new Dining Site Attendant Position. **MOTION CARRIED.**

B. OAA Allocation Update-initial overview:

Ms. Christianson explained that for the first time in many years, the ADRC received additional federal funding (Older Americans Act) dollars were received. Ms. Christianson explained that she has been working with the leadership team to discuss where monies will be most effectively spent for 2018 and then in coming years. Ms. Christianson will present a formal recommendation to the HR & Nominations Committee for approval at the November 8th, 2018 meeting.

Recommended New Board Members and Slate of Officers:

Ms. Christianson shared that she had talked with board members and the 2019 Slate of ADRC Officers is proposes as follows:

- Pat Finder-Stone – Chairman of the Board to replace exiting Chair- Larry Epstein
- Randy Johnson-Vice Chairman
- Mary Derginer-Treasurer

- Bev Bartlett-Secretary

Ms. Christianson then referred to the application for Dennis Rader to the ADRC Board of Directors. Mr. Rader is a retired attorney who specialized in labor law. Mr. Rader is on the board of directors at Casa Alba and is also a member of the BACC (Bay Area Community Council).

Ms. Bartlett/Mr. Smith moved to approve Dennis Rader to the ADRC Board of Directors and to approve the 2019 ADRC Board Slate of Officers. **MOTION CARRIED.**

ADJOURN:

Mr. Smith/Ms. Derginer moved to adjourn. **MOTION CARRIED.**

The meeting adjourned at 8:18 a.m.

Next meeting is on November 8, 2018 at 9:30 AM.

Respectfully submitted,

Kristin Willems
Administrative Services Coordinator